**MANORWOOD BOARD MEETING
March 11, 2021**

**CALL TO ORDER AT 7:05PM (via Zoom due to COVID-19)**Present: John Adamson, Phil Carter, Linda Dement, Craig Edmonds, Keith Fabling, Aaron
 Grenlund, Cindy Hutchinson, Jennifer Reed, Mark Thurber
Non-Board Members Present: JC Higgins’ Callisa Bailey/Lorne Martin; Sec. Janet Fabling;
 Puyallup Dist. 3 City Councilman Ned Witting

**ESTABLISH A QUORUM**Quorum was established.

**OPEN FORUM:** Open Forum Guidelines for MOA Board Meetings was not read.

**CHANGES TO THE AGENDA:** Callisa Bailey was introduced as Manorwood’s new Association Manager and Councilman Ned Witting was present to discuss maintenance of Manorwood Park under New Business.

**MINUTES:**It was moved, seconded, and unanimously approved to accept the February 11, 2021 Board Meeting Minutes.

**FINANCIAL REPORT**Prior to the meeting, Board members received the February financials. Lorne Martin reported the balance sheet shows $2,676.00 in cash and $44,042.27 in savings.

**EDWARD JONES RESERVE ACCOUNT BALANCE**
The February 26, 2021 statement showed a balance of $68,981.87, a decrease of $58.39 from January 29,2020. Linda Dement requested confirmation that the 10% dues increase of $16/qtr, which was designated for reserve use only, was transferred to the reserve account. Lorne will confirm with the Business Manager.

**COMMITTEE REPORTS
 a) ACC –Jennifer Reed/Mark Thurber**
 Lot 44 – approved removal of one photinia and another small tree.
 Lot 79- approved removal of 3 small trees & permission to limb up another.

 **b) Pool/Door Codes – Linda Dement/Jami Overby
 Pool:** With the State moving from Phase 2 to Phase 3 of COVID Recovery on
 March 22,it’s hoped the pool can open and with greater capacity by Memorial Day,
 May 31st.
 **Door Codes:** On 2/13, Jami Overby sync’d the door codes with the Homeowner list.
 **c) Grounds – Mark Thurber/Aaron Grenlund** No report
 **d) Clubhouse – Keith Fabling/Aaron Grenlund** At the last meeting, it was decided to reopen the building as a miscellaneous venue
 under Phase 2 for Owners in need of a business meeting space for 12 or fewer
 people. A damage deposit has been received and the COVID addendum to the rental
 agreement signed by an Owner planning to use it on March 9, 25, April 13, and 29.
 Linda Carter, Clubhouse Coordinator, will unlock the deadbolt before the meetings &
 lock it again when she checks for damage after.
 Aaron Grenlund said he will be ready to make a motion for purchase of a 50-gallon
 electric water heater to be installed by Memorial Day.
 **e) Tennis/Pickleball Courts – Keith Fabling**  No report.
 **f) RV Lot –Greg Dement**
 Cleanup day is scheduled for Saturday or Sunday, March 20/21.
 **g)Activities - Linda Dement** It is hoped Manorwood will be able to celebrate the 4th of July with a Parade & BBQ.
 Janet Fabling will contact the Puyallup Police and Central Pierce Fire & Rescue to get
 on their calendars.
 **h)Welcome Wagon – Janet Fabling** Lot 20 – Sale pending for $935,000.
 Lot 92 – Army Officer is deployed for one year. House is for rent.
 **i) Newsletter – John Adamson/Cindy Hutchinson** Deadline for submissions for the Spring Newsletter is March 20th. Articles have been
 promised on the proposed Bylaw/Covenant revisions and a neighborhood teen’s
 thoughts on COVID. Linda Dement volunteered to copy & distribute April 1st to the
 17 residents not on the email list. **j) Website/Communication – Cindy Hutchinson/Jennifer Reed** Cindy Hutchinson reported the domain renews on 3/18/21 and the website is on a 3-
 year contract. The Manorwood gmail account has received no messages.

 **k)Clubhouse Rentals – JC Higgins/Linda Carter/Liz Knox** The Clubhouse reservation calendar has been turned back on. Tentative reservations
 will go to Callisa Bailey for action. Keith Fabling would like in-person Board meetings
 at the Clubhouse beginning in April.

**OLD BUSINESS** **a) Revision of MOA Documents – John Adamson** John thanked the Revision Committee for their work and the Board for approving
 final changes last month.  **b) Covenant Compliance Report – JC Higgins** Jennifer Reed and Callisa Bailey plan to meet the end of March to discuss resuming
 covenant compliance drive-throughs. Two large, commercial-size dumpsters and a
 portable PODS container have been in driveways for weeks. The ACC may need to
 address these issues with homeowners when compliance notices are sent. Because
 of the impact of COVID-19, late fees and fines were placed on hold October 28th
 with re-evaluation due in June.
 **c) Update Manorwood Drive/Shaw Rd Site Line Correction Issue – Keith Fabling** Per Ted Hill, Capital Projects Engineer, moving Lot 1’s fence will be bundled with
 another fence project in the Forest Green subdivision. Last week, signed documents
 were received for the Forest Green parcel. Once they are recorded and paid for, the
 two projects will be put out for bid. A thank you for the generosity of Lot 1’s Owner
 will be in the Spring Newsletter.
 **d)**  **Cluster Mailbox Replacements – Craig Edmonds/Aaron Grenlund** Craig Edmonds reported all but three of the neighbors on the 32nd Ave SE box
 have paid for the replacement.
 **e) Response to query: Can the HOA hire an arborist to assess tree risk via drive-thru?** Janet Fabling posed the question to Dennis Tompkins, ISA Certified Arborist, who is
 very familiar with Manorwood and its trees. In short, he said a thorough tree risk
 assessment cannot be done from a car. He volunteered to submit an article for the
 Spring Newsletter that addresses questions homeowners may have about their trees.

**NEW BUSINESS** **a) Request for Maintenance of Manorwood Park – Craig Edmonds** Craig Edmonds wrote a letter March 1st to City of Puyallup Parks in response to
 concern expressed at the Annual Meeting about neighborhood fire prevention
 prompted by the devastating Sumner Grade Fire in September. He asked that three
 issues be addressed: fire prevention/park maintenance, noxious weeds & plant
 control, and the overgrowth of plants on the sidewalk leading to the park.
 Ned Whitting, Puyallup City Councilman for District 3, and a Manorwood
 resident, explained the Parks Department is financially strapped due to COVID-19
 and suggested a neighborhood work party might be able to address some issues. For
 example, ivy can’t be eradicated, but its stems can be severed at the base of a tree
 trunk. Mr. Whitting has started cutting back overgrowth on the sidewalk. He said
 the city might be able to clear downed trees & their debris. Only Manorwood
 Division 1 is incorporated, so how can residents from other neiborhoods be
 coordinated for cleanup? Placing notices on Next Door and on mailboxes in
 surrounding areas was mentioned.
 **b)** **Activity relating to MOA lien (Lot 48) – Keith Fabling** JC Higgins was notified by one of the Owners that a forced sale of the property may
 occur on March 30, 2021. According to the financials, the lien Manorwood filed in
 April 2017 now amounts to $11,659.34. Upon resolution, it was suggested the
 settlement be deposited in the reserve fund.  **c) 2-Phase Process for Revision of MOA Documents – Keith Fabling** Since the last meeting, the Board unanimously approved proposed changes to the
 Bylaws and Covenants by email. Keith Fabling then sent information to all Board
 members explaining the 2 phases of neighborhood involvement and the process for
 getting Owner feedback. Fourteen Homeowners have volunteered to be Phase 1
 Canvassers. They will be given 4 weeks to submit more changes which will be routed
 to the Revision Committee for consideration. Canvassers will be expected to give
 100% approval to final proposed changes (9+14=23 or 20% yes votes). Phase 2 will
 require those fourteen plus nine Board members to interface with the 91 remaining
 homeowners for 63 more yes votes. (23+63=86 or 75% total yes votes). Keith’s goal:
 completion by the end of summer.

**NEXT 3 MEETING DATES:**  April 8, May 13, June 3

**ADJOURNMENT:** 8:38 PM